

PLYMOUTH DISTRICT LIBRARY BOARD

ANNUAL Board Meeting,
Tuesday January 16, 2024, 7:30 p.m.

Hybrid Meeting In-Person and Using Zoom

1. Call to order and attendance – President Pappas called the meeting to order at 7:30 p.m.

PRESENT: Trustees George, Khogali, Morrison, Pappas, Sexton, Walsh, Yaser

ABSENT: None

ALSO PRESENT: Shauna Anderson, Director; Melanie Bell, Assistant Director

PUBLIC: Mr. Vaz – Plymouth, MI

Ms. Saralee Rund - Plymouth, MI

Ms. Jeanne Dumas – Chippewa River District Library via Zoom

2. Election of Officers
 - All officers elected to maintain their current positions

Resolved by Trustee Morrison, seconded by Trustee Walsh to retain all current officer positions

AYES: 7

NAYS: 0

PASSED

The Officers for 2024 are:

President – Michael Pappas

Vice President – Jean Walsh

Treasurer – Yasir Khogali

Secretary – Beth Sexton

3. Approve agenda -

Resolved by Trustee Khogali; seconded by Trustee Morrison to approve the agenda

AYES: 7

NAYS: 0

PASSED

4. Approve minutes of December's regular meeting -

- Typographical errors were found on page 2 (Khogai;) & Page 5 (Morrision) and corrected

Resolved by Trustee Khogali; seconded by Trustee Walsh to approve the Minutes of December's regular meeting as amended

AYES: 7

NAYS: 0

PASSED

5. Public comment - None

6. Financial report and list of December's bills -

- Revenue and expenditures were discussed with the board

Resolved by Trustee Khogali; seconded by Trustee Morrison to accept the financial report and approve for payment check numbers 32456 through 32542 and December's payroll and retirement transfers and monthly credit card payments

AYES: 7

NAYS: 0

PASSED

7. Director's Report –

- Circulation data has reached over half a million for the year
- eResource usage has increased over the prior year
- Attendance is moving back to pre-pandemic levels for the youth programs
- The library will be using Capira, starting next month, for its mobile application
- The library is in the process of hiring a Facilities Supervisor and a Youth Services Librarian

7.1 Trustee Reports - None

8. Committee Reports - None

- VEBA Committee meets every February, May, August and November

9. Old Business – None

10. New Business –

10.1 Committee Assignments and Check Signers

- All board members have agreed to remain on their respective committees and have retained their current check-signing months

The board member assignments are as follows:

Personnel - Sexton, Walsh, Yaser

Goals – George, Sexton, Walsh

Building – George, Morrison, Yaser

Director Evaluation – George, Khogali, Pappas

Finance –Khogali, Morrison, Walsh

VEBA - Morrison, Pappas, Sexton

- Board members were asked to volunteer to sign checks for 2024

The board member check assignments are as follows:

Jan – April	Pappas, Yaser
May – August	George, Sexton
Sept – Dec	Morrison, Walsh

10.2 Acceptance of Gifts: July – December 2023

- Director Anderson presented the gifts donated to the Library

Resolved by Trustee Walsh; seconded by Trustee Morrison, to accept gifts received by Plymouth District Library from July 1, 2023 through December 31, 2023 totaling: \$57,463.33

AYES: 7

NAYS: 0

PASSED

10.3 2023 Annual Reports

- Director Anderson reviewed Year 2023 with the board, presenting the highlights and achievements gained during the past year

11. Adjourn -

Resolved by Trustee Walsh; seconded by Trustee Morrison to adjourn the meeting at 8:10 p.m.

AYES: 7

NAYS: 0

PASSED

Trustee Sexton, Secretary

DRAFT